

ASSIGNMENT 5

Textbook assignment: "Afloat Reports" (continued), chapter 4, pages 4-22 through 4-24, and "Procurement," chapter 5, pages 5-1 through 5-21.

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- 5-1. The supply office should send a biennial report reflecting the inventory of presentation silver to what individual or activity?
1. NSC Norfolk, VA
 2. Curator of the Navy
 3. NAVSUP, Washington, DC
 4. Commanding officer
- 5-2. An annual report on the inventory of presentation silver is required for totals above what amount?
1. \$90,000
 2. \$85,000
 3. \$80,000
 4. \$75,000
- 5-3. To what officer does the custodian report that the presentation silver inventory has been completed?
1. Supply
 2. Executive
 3. Administrative
 4. Commanding
- 5-4. The custodian is responsible for informing what officer of any damaged or missing items?
1. Administrative
 2. Supply
 3. Executive
 4. Disbursing
- 5-5. Upon completion of the presentation silver inventory, you should send what individual or activity an itemized letter?
1. TYCOM
 2. NAVSUP
 3. Secretary of the Navy
 4. Curator of the Navy
- 5-6. What individual or activity pays for repairs of any damaged presentation silver or other valuable gifts?
1. TYCOM
 2. Ship
 3. Curator of the Navy
 4. NAVSUP
- 5-7. What method is used to expend stolen, lost, or destroyed presentation silver?
1. Letter
 2. Transfer document
 3. Survey
 4. Delete
- 5-8. If an item of presentation silver is missing or destroyed, a letter report should be submitted to the TYCOM.
1. True
 2. False
- 5-9. After a missing or destroyed item of presentation silver is surveyed, what copy(ies) of the survey is/are forwarded to NAVSUP for approval?
1. Duplicate
 2. Original only
 3. Original and one copy only
 4. Original and two copies
- 5-10. What reference provides the guidelines for using a commercial source to procure material?
1. NAVSUP P-485
 2. *Store and Fleet Small Purchase and Other Simplified Purchase Procedures*, NAVSUPINST 4200.85
 3. *Force Supply Manual*, SURFLANTINST 4400.1
 4. *Financial Management of Resources*, NAVSO P-3013

- 5-11. What individuals or activities have control over the procurement and stocking of material?
1. Local commanders
 2. NSCs
 3. ICPs
 4. TYCOMs
- 5-12. What officer aboard ship is responsible for maintaining comprehensive and current files that are established according to fleet operation orders and instructions?
1. Supply
 2. Disbursing
 3. Commanding
 4. Administrative
- 5-13. When requisitioning instructions do not specify a supply sources to what activity should a ship submit the requirement?
1. DESC
 2. NAS
 3. SPCC
 4. NSC
- 5-14. If emergency requirements are to be obtained from a local GSA self-service store, what form should be used as the procurement document?
1. NAVSUP Form 1250-1
 2. NAVSUP Form 48
 3. GSA Form 831
 4. DD Form 1155
- 5-15. When using a customer supply center in an emergency, you should prepare the requisitions using what reference?
1. *Navy Acquisition Procedures Supplement*, NAVSO P-3670
 2. *Store and Fleet Small Purchase and Other Simplified Purchase Procedures*, NAVSUPINST 4200.85
 3. *Atlantic Fleet Requisitioning Guide*, CINCLANTFLTINST P-4210.1
 4. NAVSUP P-485
- 5-16. What individual authorizes the requisitioning of material from a defense reutilization and marketing office (DRMO)?
1. Leading SK
 2. Division officer
 3. Supply officer
 4. Cargo officer
- 5-17. What kind of controls should exist when you requisition material from a DRMO?
1. Lenient
 2. Strict
 3. Specific
 4. Random
- 5-18. Aboard ship, what officer should designate medical/dental personnel by letter to pick up supplies at SERVMART?
1. Medical
 2. Supply
 3. Commanding
 4. Administrative
- 5-19. The use of what form is mandatory in all procurements of material from a SERVMART?
1. NAVSUP Form 1250
 2. NAVSUP Form 1250-1
 3. NAVSUP Form 1314
 4. NAVSUP Form 1348
- 5-20. When a work center purchases an electrical item from SERVMART, you should present the material for shipboard electrical safety inspection to what office?
1. Electrical
 2. Supply
 3. Safety
 4. Deck
- 5-21. What type of stores is equipped with Electronic Point of Sale (EPOS) II?
1. GSA
 2. SERVMART
 3. Fuel
 4. DRMO

- 5-22. What report of the EPOS II itemizes all material and controlled items purchased by your command?
1. Customer controlled items purchased report (CCIPR)
 2. SERVMART shopping list (SSL)
 3. Money value only list (MVOL)
 4. Customer items purchased report (CIPR)
- 5-23. What specific number of reports does the EPOS II produce?
1. One
 2. Two
 3. Three
 4. Four
- 5-24. What report can be requested from SERVMART?
1. CIPR
 2. CCIPR
 3. SSL
 4. MVOL
- 5-25. One SSL and one supporting DD Form 1348 or NAVSUP Form 1250-1(MVO) are required to be prepared for each category of material that is to be procured from a SERVMART. Which of the following categories would require a separate SSL and supporting document?
1. Medical/dental material (all cog symbol 9L items)
 2. Hull and structural maintenance preservation material
 3. Stock replenishment of consumables
 4. All of the above
- 5-26. By whom and in what specific number of copies should the SSL be prepared for each category of required replenishment material that is to be procured from a SERVMART?
1. Stock records SK, in triplicate
 2. OPTAR records SK, in duplicate
 3. Log room yeoman, in duplicate
 4. Requiring department, in triplicate
- 5-27. The requisition number on a SERVMART request SSL is filled in by what individual?
1. Storeroom SK
 2. Work center supply petty officer
 3. Requisitioning SK
 4. Stock records SK
- 5-28. What individual enters the fund code on the SSL?
1. Requisitioning SK
 2. Stock records SK
 3. Work center supply petty officer
 4. Department head
- 5-29. What information is entered in CCs 4-6 on a DD Form 1348 for MVO?
1. UIC
 2. Routing identifier
 3. Service
 4. M&S code
- 5-30. What information should you enter in block 27 of a NAVSUP Form 1250-1 that is used for SERVMART?
1. Extended price
 2. Blank
 3. MVO
 4. Total price
- 5-31. The total cost limitation for a SERVMART MVO requisition includes the total of the extended prices indicated on the NAVSUP Forms 1250-1 for the same fund code items. What percentage of this total should be added back to provide for possible price increase?
1. 5%
 2. 10%
 3. 15%
 4. 20%
- 5-32. Individual NAVSUP Forms 1250-1 are required to procure what specific types of DTO material from SERVMART?
1. Consumables and repair parts
 2. Consumables and medical
 3. Equipage and consumables
 4. Repair parts and equipage

5-33. What disposition should be made of
 (a) the original of the SSL and
 (b) one copy?

1. (a) Held in suspense by the stock records SK;
 (b) forwarded to the requisitioning SK
2. (a) Forwarded to the requisitioning SK;
 (b) held in suspense by the stock records SK
3. (a) Held in suspense by the stock records SK;
 (b) forwarded to the OPTAR records SK
4. (a) Retained by the requesting department;
 (b) used in preparation of the requisition, then discarded

5-34. A person designated to pick up material at a SERVMART is responsible for which of the following actions?

1. Enter and circle the quantity for each item on the SSL actually received
2. Correct the SSL to reflect current prices, stock numbers, and units of issue of items obtained
3. Reconcile any differences between the prices listed on each adding machine tape and those indicated on the applicable SSL before leaving the SERVMART
4. All of the above

5-35. Who is jointly responsible with the supply officer for the maintenance of a full allowance of equipage items?

1. Leading SK
2. Division officer
3. Cognizant head of the department
4. Storekeeper in charge of the SSC

5-36. What reference(s) should be followed in ordering all material from the Navy supply system?

1. MILSTRIP
2. NAVSUP P-485
3. TYCOM instructions
4. Ship instructions

IN ANSWERING QUESTIONS 5-37 THROUGH 5-40, SELECT THE STATEMENT FROM COLUMN B THAT APPLIES TO THE FORM LISTED IN COLUMN A.

<u>A. FORMS</u>	<u>B. STATEMENTS</u>
5-37. DD Form 1348	1. Used by non-automated ships
5-38. DD Form 1348m	2. Multipurpose form
5-39. NAVSUP 1250-1	3. Dual-purpose document used by afloat activities
5-40. NAVSUP 1250-2	4. Used for MOV response

5-41. What form can be used to order material without a stock number when the NAVSUP Form 1250-2 is not available?

1. NAVSUP Form 1250-1
2. NAVSUP Form 1214
3. DD Form 1348m
4. DD Form 1348-6

5-42. When ordering material from the Chief of Naval Education and Training, you should use what form?

1. NAVSUP Form 1250-2
2. NAVSUP Form 1250-1
3. DD Form 1348-6
4. DD Form 1149

5-43. When using DAAS to order material, you may use what maximum number of allowable card columns?

1. 66
2. 72
3. 78
4. 82

- 5-44. When ordering material via DAAS, you can expect to receive material what specific range of weeks sooner than if the requisitions had been mailed?
1. 1 to 2
 2. 2 to 3
 3. 3 to 4
 4. 4 to 5
- 5-45. What codes should be in the heading of a CASREP requisition that is submitted via DAAS?
1. TT and NCCN
 2. TT and ZYUN
 3. LMF and TT
 4. LMF and ZYUN
- 5-46. What specific number of character positions does DAAS validate on a message?
1. 66
 2. 61
 3. 55
 4. 51
- 5-47. For what specific number of days does DAAS maintain input and output messages on tape?
1. 10
 2. 20
 3. 30
 4. 40
- 5-48. If you want DAAS to verify the receiver's time of receipt of your message, on what message line should your request be placed?
1. First
 2. A
 3. Second
 4. A2
- 5-49. The NORS requisition, as defined in *Navy Warfare Publication 7*, is submitted for what type of requirement?
1. Casualty report (CASREP)
 2. Predeployment
 3. Scheduled overhaul
 4. Tender availability
- 5-50. What is the most appropriate requisition serial number to use for a NORS requisition?
1. E763
 2. G763
 3. O743
 4. W763
- 5-51. You are preparing a requisition for material that is required to correct a C3/C4 casualty to a primary weapon or equipment. A casualty report has already been submitted. What required delivery date (RDD), if any, should be entered on the requisition?
1. Actual Julian date material is required
 2. Enter 999 in RDD position
 3. Enter NOR in RDD position
 4. None, leave RDD position blank
- 5-52. To what individual or activity should you direct a request for assistance on a NORS requisition?
1. Emergency supply operations center
 2. NAVSUP
 3. NSC
 4. TYCOM
- 5-53. Which of the following is a vital part of the MILSTRIP used for assigning priorities to a ship's requirement?
1. Urgency of need designator (UND)
 2. UMMIPS
 3. MILSTD
 4. Ships' configuration logistics support information system (SCLSIS)
- 5-54. What information determines the time frame within which your requisition should be processed by the supply system?
1. Fund code
 2. Priority designator
 3. Media and status (M&S) code
 4. Cog

- 5-55. What priority should you use to order emergency medical supplies?
1. 13
 2. 02
 3. 03
 4. 06
- 5-56. An ICP considers an outstanding material obligation to be overaged for validation after what specific number of days?
1. 30
 2. 60
 3. 75
 4. 90
- 5-57. An MOV request is used for which of the following purposes?
1. To make sure overaged material obligations reflected in the inventory manager's records agree with the material outstanding records of the requisitioning activity
 2. To determine whether the priorities assigned in the requisition are still valid
 3. To determine whether requirements for the material still exist and, if so, whether the total quantity requested is still required
 4. All of the above
- 5-58. At what time intervals should MOVs be conducted?
1. Monthly
 2. Yearly
 3. Semiannually
 4. Quarterly
- 5-59. ICPs should mail MOVs to DAAS within what maximum number of days after receipt?
1. 6
 2. 2
 3. 3
 4. 5
- 5-60. What card column tells you who to mail MOVs to when the M&S code is a zero?
1. 45
 2. 51
 3. 54
 4. 82
- 5-61. Which of the following data elements is entered on MOV control cards, but NOT on MOV request cards?
1. Number of AN cards in batch
 2. Document identifier
 3. Cutoff date
 4. Routing identifier
- 5-62. Normally, MOV request cards are mailed to a ship or unit designated by the M&S code in the overaged requisition. Which of the following ships is NOT subject to this procedure?
1. A submarine tender (AS)
 2. A fleet ballistic missile (FBM) submarine
 3. An attack aircraft carrier, nuclear (CVAN)
 4. A frigate, guided missile, nuclear (DLGN)

- 5-63. In which of the following manners should MOV requests be acknowledged?
1. Enter document identifier code AP9 and the receipt date to the right of general-purpose detail card and then promptly mail the MOV control card to the activity indicated by the routing identifier code in CCS 4-6
 2. Enter document identifier code AP9 and the receipt date to the right of general-purpose detail card and then promptly mail the MOV control card to your type commander
 3. Enter document identifier code AP6 in CCS 4-6 and the receipt date to the left of general-purpose detail card and then promptly mail the MOV control card to DAAS
 4. Initial and enter the receipt date to the left of general-purpose detail card and then promptly mail the MOV control card to the activity indicated by the routing identifier code in CCs 41-44
- 5-64. Within what specific number of days should an activity submit a request for retransmission message to DAASO when MOV documents have not been received?
1. 18
 2. 14
 3. 3
 4. 7
- 5-65. Which of the following types of activities receive duplicate MOV cards?
1. ICPs
 2. NSCs
 3. FLTCOMs
 4. SPCCs
- 5-66. What document should the MOF be matched with when outstanding requisitions are DTO maintenance-related material?
1. NAVSUP Form 1114
 2. NAVSUP Form 1220-2
 3. OPNAV Form 4790/2K
 4. OPNAV Form 4790/CK
- 5-67. Fleet units mailing MOV request response cards should report by message to the requesting activity that the cards have been mailed within what maximum number of days before the reply due date?
1. 5
 2. 10
 3. 15
 4. 20
- 5-68. When responding to MOV request documents, requisitioning activities without card punching capabilities should return all request documents grouped, labeled, and separated into which of the following categories?
1. Partial quantity cancellations
 2. Valid requirements
 3. Total quantity cancellations
 4. All of the above
- 5-69. Upon discovering that you have not received any MOV cards for some overaged requisitions on file, you should take what action?
1. Send a follow-up
 2. Wait for next cycle for MOV cards
 3. Ignore requisitions completely
 4. Ask the work center if still required
- 5-70. If current operating commitments delay the submission of MOV response cards beyond the reply due date, the MOV activity should advise the material obligation holder by message to take what action?
1. Request suspension of cancellation action on all requisitions involved
 2. Request exemption from the MOV process
 3. Request that the material obligation holder carry out the MOV process
 4. Inform the material obligation holder that the activity will not be participating in the MOV process because of current operating commitments

5-71. What should you do if a response to MOV requests has to be submitted late?

1. Send a speedletter
2. Make a telephone call
3. Send a message
4. Mail the cards quickly

5-72. What status code will you receive on a MOV cancellation request?

1. BR
2. BQ
3. BF
4. B4

5-73. What manual should you be familiar with when engaging in open purchase functions?

1. NAVSO P-1000
2. NAVSO P-3670
3. NAVSUP P-485
4. NAVSUP P-487

5-74. Under what circumstance can you use the open purchase method aboard ship?

1. When you are unable to use normal supply procedures
2. When an NSC is 20 miles away
3. When you pull into port at NSD Guam
4. When you receive material from a stores ship

5-75. A supply officer should use all EXCEPT which of the following methods to make sure supply personnel are quite familiar with all procurement directives?

1. Training programs
2. Procurement assistance provided by NRCCs
3. Regulations found in the NAVSO P-1000
4. Technical advice